

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, August 7, 2014

TIME: 8:00 a.m.

PLACE: Human Resources Conference Room

PRESENT: David Albrecht
Bill Roh
Joel Rasmussen
Harold Singstock
Claud Thompson (arrived at 8:05 a.m.)

ALSO PRESENT: Mark Harris, County Executive
Chuck Orenstein, Finance Director
Michael Collard, Director of Human Resources
Patty Francour, Director of Information Systems
Rob Way, Parks Director
Todd Christopherson, Chief Deputy
John Matz, Sheriff
Greg Cianciolo, Captain

David Albrecht called the meeting to order at 8:00 a.m.

Bill Roh moved to approve the minutes of the June 26, 2014, meeting, seconded by Joel Rasmussen. Carried 4-0.

Joel Rasmussen moved to approve the minutes of the July 22, 2014, joint meeting, seconded by Bill Roh. Carried 4-0

Budget Transfer – Parks Department, \$78,000. Rob Way requested a transfer of \$78,000 from Boat Landing Parking Fee Program Fund for repair of undermined ramp at Lake Butte Des Morts Landing. David Albrecht moved for approval, seconded by Bill Roh. Carried 5-0.

Budget Transfer – Parks Department, \$13,500. Rob Way said the \$13,500 is basically a gift from Premier Soda Creek Estates, a new apartment complex, to allow for the construction of a 200 foot long paved trail connecting the apartment complex with the community park shared use path. Claud Thompson asked if there was any liability for the county since we weren't doing the work and Rob Way said no, Premier Soda Creek Estates would provide an insurance certificate. David Albrecht moved for approval, seconded by Joel Rasmussen. Carried 5-0.

ShoreTel phone system implementation. Patty Francour said the phone system replacement project was originally budgeted over two years but complications in keeping the old and new systems functioning together indicate it will be beneficial to complete the entire project prior to March 31, 2015. Chuck said funds can be advanced from the General Fund until next year and then the General Fund will be reimbursed for any funds that were advanced. David Albrecht moved for approval, seconded by Joel Rasmussen. Carried 5-0.

Approve multi-year contract for county-wide cellular service. Patty Francour said this is the regular two year contract, same as last year, same pricing; only change is the devices, they were Blackberry's and now they are Apple. Bill Roh moved for approval, seconded by Joel Rasmussen. Carried 5-0.

Report on employee health clinic initiative. Mike Collard said he's been working on a project to develop an employee health clinic with the school district and City of Oshkosh. The clinic would be staffed by APNP's or physician's assistants. No physicians would work at the clinic. A lot can be handled by these people, they can write prescriptions, and they can handle 80% of what a family practice doctor can. They can treat things like ear infections and strep throat. We should see long term savings on health insurance. Since the county health plan is fully insured, funding for the clinic has to come from the insurer. We have asked for final proposals from Network Health and the Wisconsin Counties Association Group Health Trust. We have asked that these proposals, due August 15th, include a funding mechanism for the clinic if the insurers are willing to do so. We could present information at the Board meeting this month. Interra Health would operate the clinic. Interra is independent and not tied to any health care system. David Albrecht said it sounds good. Mike said we would like to steer people to the clinic to provide wellness and health coaching. Bill Roh asked if they would have an option or if they had to go there and Mike said it was their option. Bill Roh asked about the location. Mike said they are looking at two possible locations, one on Ohio Street over the bridge and the other by Hwy 41 and Hwy 21 in a strip mall by Walgreens. Claud asked who manages and supervises the clinic. Mike said Interra Health hires the staff and manages it. Claud said it sounds good and the Ohio Street location sounds good. Claud asked what happens if it doesn't work out and we have a 3 year contract? What if the insurance company leaves? Mark Harris said Network contracts are only one year so we always have the option of changing next year. Mike said we can scale back with no penalties. Mike said we can't make it fail safe.

Discussion of possible compensation plan changes. Mike Collard said the County's compensation plan regarding overtime, on-call and vacation needs to be reviewed. Collard will ask for input from department heads moving forward.

Request of special pay increase for some Master Control/Booking/Property Record Clerks. Mike Collard said the County is having a turn-over problem with the Master Control Booking Clerk position. We have 11 clerks, 5 long terms at the top of the pay range (\$19.41/hr) and the other 6 slots are like a revolving door. This is a real problem and should be addressed. We should bring people in at a higher rate. David said will the judges be back now? This will open a can of worms. The Sheriff said this position is different; they work holidays, weekends and nights, not the same as most people. David asked if the job description changed. The Sheriff said it takes a special kind of person who can multi-task, the jail isn't a nice place to work, there are no windows to look out, and you sit in the control module. Claud asked if we were only changing the starting wage or the whole range. Mike said the top of the range is fine. Mike would request to raise all to \$15.00 per hour that are currently at \$13.31 or \$13.51/hr. Bill Roh asked how many are under \$15.00/hr. Mike said 7, including one vacancy. Bill Roh asked if there is money in the budget for 2015 and the Sheriff said there would be. David Albrecht moved for approval, seconded by Bill Roh. Carried 5-0.

Request to issue RFI for section 457 deferred compensation plan trustee and investment services. Mike Collard said our deferred compensation plan is like a 401 (k). He has 3 concerns about how the plan is structured.

1. The sponsor of a section 457 has legal fiduciary duties to make sure that the plan is being properly managed in the best interest of employees. Our current arrangement with Nationwide provides that County Board members retain that fiduciary duty and act as trustees. Collard question whether Board members want to actively retain those responsibilities.
2. The overall fees charged to participants appear to be higher than industry averages, and there have been a few complaints from employees about their perception that fees are too high.
3. Our deferred compensation plan is also used as a vehicle for investing sick leave balances after retirement, and the way this arrangement is structured may not comply with tax provisions.

Mike said #3 doesn't seem to be legally correct; it's the way things were set up 20 years ago. One way to address some of the concerns is to hire an independent investment advisor and discretionary trustee for the plan. Mike would like the Committee's approval to issue a Request for Information seeking proposals from

firms willing to act as our investment advisor and independent trustee. The Committee said to move forward.

Safekeeping of county investments. Chuck Orenstein attended the Wisconsin Treasurers Group meeting in Oshkosh regarding the safekeeping of investments. Orenstein said securities for Winnebago County are held in “street name”, meaning that if the broker goes bankrupt the County may not get back their money. Orenstein asked the committee if the County should use an independent third party for custody of its investments. The cost would be \$12,000 to \$15,000 per year but if the broker goes under the county is protected.

Quarterly Investment Report ending March 31, 2014. The committee reviewed the investment report for the second quarter of 2014. Harold Singstock commended Orenstein’s work and said the County should invest more in CD’s next year.

David Albrecht said to disallow the claims of Patricia Hetland, Ronald Holcomb, Robert Losse and Rick Sterling. Joel Rasmussen moved for approval, seconded by Bill Roh. Carried 5-0.

The next meeting of the Personnel & Finance Committee will be Thursday, September 4, 2014, at 8 a.m.

David Albrecht moved to adjourn the meeting at 9:35 a.m., seconded by Bill Roh. Carried 5-0.

Submitted by
Kathy Rumlow